

**HELMSLEY TOWN COUNCIL**  
**AGENDA for the Monthly Meeting of Helmsley Town Council**  
**to be held in the National Park Meeting Room on Monday 25<sup>th</sup> July 2016 at 6:30pm**

**Part One – opening business**

**1 Apologies**

To receive apologies and approve reasons for absence.

**2 Code of Conduct**

To receive declarations as required by the Code of Conduct.

**3 Public Comments**

To receive comments from the public for future consideration.

**4 Minutes**

To agree and sign the minutes of the Ordinary Meeting on the 27<sup>th</sup> June 2016 and the Additional Meeting on the 4<sup>th</sup> July 2016.

**5 Exchange of Information and items for next agenda**

**a) Chairman's Report**

**b) Clerk's Report**

- I. Helmsley – Small Business Saturday – 3<sup>rd</sup> December 2016.
- II. Complaint about Landrover with advertisements on in being parked in the carpark in front of the Black Swan, in the corner by the roundabout. Sent to NYCC.
- III. Complaints about the surface of the path by Helmsley Arts Centre. NYCC Highways Engineers cannot make any improvements as the path is not maintainable at public expense.
- IV. NYCC Area Highways will investigate where residents are having problems with access to/from drives being blocked by parked cars and may paint advisory white lines on at the resident's expense - £221.
- V. **Documents received and sent to councillors:**
  - a. NYMNP email re work to trees in Cleveland Way carpark area by RDC.
  - b. NYMNP survey of residents 'People in the Park'.
  - c. FOI Request asking if the council had or was planning to fund any celebrations/events for the Queen's birthday. Responded to within time limits.
  - d. Email from Streetscene, RDC, about the Cleveland Way Car Park area tidy up and the reporting of problems in Helmsley.
  - e. Safer Ryedale: Free Older Driver Refresher Course – one hour, drivers over 50 years old.
  - f. NALC/SLCC Being a Good Employer - A Guide for Parish and Town Councillors, 2016.
  - g. Kevin Hollinrake MP. Climate Change Committee report on Shale Gas.
  - h. YLCA Training Events

**Part Two – for determination**

**6 Planning Applications**

**Application No.** NYM/2016/0476 CU **Applicant** Miss J Tateson

**Proposal** Change of use of workshop/store (Use Class B1) to form out of school and holiday club with toddler group and playschool (Use Class D1) (no external alterations) at former Youth Club/TA Drill Hall. **Location** Carlton Lane, Helmsley.

**7 Bus Services to Malton**

To consider a response to the letter about difficulty of reaching Malton Hospital by bus from Helmsley as first it is necessary to get to Hovingham.

**8 Free wi-fi in the centre of Helmsley**

- a) To note that RDC offered up to £400 per town for the set-up costs.
- b) To discuss the tenders for the provision of free public wi-fi in Helmsley.
- c) To consider consulting businesses in and around the area for free public wi-fi.

**9 S106 Funding**

- a) To agree the content of the second form requesting more detailed application from applicants for funding.
- b) To consider the process of how the funding will be handled by the National Park.
- c) To note that an exhibition of proposals will take place in the Town Hall from Friday 14<sup>th</sup> October to Monday 16<sup>th</sup> October 2016.

**10 Freedom of Information Request by the Council to RDC about the carparks in Helmsley**

To consider a response to the information received.

**11 The Limes Play Area**

- a) To note that the Awards for All grant application (max award £10,000) will be made for a Trim Trail and was intended to be for £9,550 before additional funding was offered (see below).
- b) To note that County Councillor Val Arnold has kindly offered £700 from the Locality Budget towards an extra piece of equipment on the Trim Trail.
- c) To consider contributing £300 to enable the purchase of extra pieces on the Trim Trail making the total cost £11,000 plus VAT – by increasing the grant application to £10,000, plus the £700 Locality Budget and a £300 contribution from Helmsley Town Council.
- d) To note that the nets and paint for the goalposts and multiplay have arrived.

**12 Meetings with District Councillors**

To consider asking Helmsley's two District Councillors to offer occasional meetings, three or four times a year, to all Helmsley Ward parish councils and parish meetings.

**13 Trees**

To consider quotations for a Tree Survey for Helmsley Town Council and Helmsley Recreation Charity Trees.

**14 Meetings and Representatives: To consider attendance:**

None in August.

**15 Cemetery**

Under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media may be excluded from the meeting during the consideration of the following item of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted. Please note: this does not apply at the time the decision is made by the council.

- a) To note that damage to two memorials was reported on the 11th July 2016 - the back of a plinth of a polished granite memorial has a dashed line (No.454) and a concrete base has a continuous line on its surface at the back (No.447). Marks on another base have been noted, at the back of the memorial (No 466).
- b) To note that verbal complaints have been received about the damage to No. 454 and 447 respectively.
- c) To consider further action.

**16 Finance and Councillors' Audit**

- a) To consider the report of Councillors' Audit for Quarter 1 undertaken on the 25<sup>th</sup> July by Councillors Parkin and Swift.
- b) To consider buying two copies of the 2016 NALC/SLCC Good Employer's Guide for £5.90.
- c) To agree the following payments and to appoint two councillors to authorise the Unity transactions.

**Part Three – For Information**

**17 Planning: To receive decisions**

None received.

**18 Meetings, training and events: To receive reports**

Ryedale Five Towns Meeting Notes (circulated).

**19 Finance, Audit and Governance**

- a) To note the receipt of a grant of £1,750 from the NYMNPA for repairs to the Feversham Monument.
- b) To note the payment by Direct Debit to the NEST Pension Scheme in July.
- c) To receive and note the [Bank Reconciliation](#) to the 30<sup>th</sup> June 2016
- d) To receive and note the [Running Budget](#) to the 30<sup>th</sup> June 2016 and to the date of the meeting.

**Part 4 Staffing Matters**

Under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media may be excluded from the meeting during the consideration of the following item of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted. Please note: this does not apply at the time the decision is made by the council.

**20 Job Description and Scheme of Delegation**

- a) To consider updating the Assistant Clerk's Job Description.
- b) To consider adding to the Scheme of Delegation that the clerk may order new streetlight columns where necessary, e.g to replace a failing or damaged column, after checking that the streetlight or contingency budgets have sufficient unallocated funds.

**Signed**

**Date**